

**2009-2010**  
**NATIONAL BOARD CERTIFICATION FOR VERMONT TEACHERS**  
**INFORMATION AND APPLICATION MATERIAL**

**General Information**

- National Board Certification is a voluntary process developed and administered by the National Board for Professional Teaching Standards (NBPTS, <http://www.nbpts.org>) that requires the teacher complete a portfolio of classroom teaching practice and assessment center exercises.
- National Board Certification does not replace the state teaching license. It is an advanced certificate of mastery, similar to board certification of doctors.
- The minimum eligibility requirements for application for National Board Certification are a Bachelor's degree, a valid state teaching license, and at least three years of full-time classroom teaching experience.
- National Board Certified Teachers (NBCT) are "highly qualified" under No Child Left Behind.
- The NBPTS portfolio is accepted by the Vermont Department of Education as sufficient professional development for Level II re-licensure in the same endorsement area.
- Candidates who do not achieve certification on their first try can bank their scores and retake any entry or assessment center exercise that did not receive a passing score.
- Teachers can receive graduate credits for completing the NBC process.
- Vermont teachers achieving National Board Certification *may* receive a \$1000 stipend from the State of Vermont for three years, as long as the educator is working in a Vermont school *contingent on continued funding availability*. A growing number of school districts also pay additional stipends to their NBCTs.
- NBCTs can renew their certificates at the end of the 10 years through a process similar to the original process.

**Application Process**

- There are two steps to the application process. The first step is to apply for pre-approval to the Vermont Department of Education – Licensing Office. Once you receive confirmation from the department, you then register with the National Board for Professional Teaching Standards (NBPTS)
  1. Complete the Vermont application package which includes application form, administrator agreement form\*, essay, your resume showing at least 3 years of professional teaching\*\* experience and any out of state certification you may hold. Make a copy of all materials for your files before you send in the application to the Vermont NBCT Program Administrator.
  2. After receiving confirmation of receipt of application, complete the NBPTS online application found at <http://www.nbpts.org>. Print two copies of your acceptance letter from the NBPTS. Keep one for your files and send one to the Vermont NBCT Program Administrator.
  3. Arrange for the immediate payment of the school district portion of the application fee to be sent to the NBPTS. (See below).
  4. Once the NBPTS receives the initial payment, they will send you your portfolio materials and eligibility forms.
  - \* The administrator agreement is not a requirement for a subsidy, but the teacher would have to pay the initial \$500 or other benefits in it.
  - \*\* "Teaching" includes working in your endorsement area in categories that include school counselor and other support positions.

- The fee for application is \$2565, which is payable to the NBPTS. Candidates must apply to the Vermont Department of Education to receive fee support as follows:
  - Candidate pays the \$65 registration fee on-line at the NBPTS Web site:  
<http://www.nbpts.org>
  - School districts (or candidate) agree to pay the first payment of \$500 (which is the non-refundable deposit) to NBPTS by December 1
  - Vermont Department of Education then pays \$750
  - Federal Candidate Subsidy Program pays the final \$1250

**Funding is dependent upon the legislature, limited and dispersed on a first come, first serve basis.**

### **For Questions or Additional Information**

For questions about information contained in this application packet, contact:

Jenise Nicholson, Vermont NBCT Program Administrator  
Licensing Office  
Vermont Department of Education  
120 State Street  
Montpelier, VT 05620-2501  
[jenise.nicholson@state.vt.us](mailto:jenise.nicholson@state.vt.us)  
Phone: (802) 828-1096 | Fax: (802) 828-5107

## WHAT TEACHERS SHOULD KNOW ABOUT NATIONAL BOARD CERTIFICATION

Teaching is a truly wonderful and rewarding profession. The light in a student's eyes that says, "I got it" can be better than any bonus or promotion. But professional recognition is nice too, and that is why it is encouraging to know there is an organization that recognizes and honors teachers for who they are: creative, hard working and accomplished professionals. The National Board for Professional Teaching Standards offers National Board Certification to elevate the teaching profession to new levels and honor the dedicated educators that make the magic of learning happen.

### National Board Certification

- Rewards and recognizes accomplished teaching;
- Elevates teaching to be on par with other professions like medicine and law;
- Improves education by improving the practice of experienced teachers through deeper reflection;
- Empowers teachers to give back to their profession through expanded leadership in their schools.

National Board Certification emphasizes the importance to our nation's future of having and celebrating accomplished teachers. National Board Certified teachers are recognized as masters of their profession, and honored and rewarded by their schools, their states, and their nation.

### Why Pursue National Board Certification?

National Board Certification offers a way for teachers to take a new look at their teaching and feed their desire for professional growth. Comparable to established accreditations in other professions, certification is a highly regarded process that acknowledges accomplished teachers as National Board Certified Teachers (NBCT).

National Board Certification is a crucial step in the career of an experienced teacher. NBCTs have met rigorous standards developed by experts in the teaching profession. Teachers who complete the National Board Certification process consistently rate it the best professional development experience of their career.

### How can National Board Certification help me as a Teacher?

National Board Certification is the highest acknowledgement of accomplished teaching and is an opportunity to advance professionally without leaving the classroom. The assessment process is based on evaluating actual classroom experiences and requires documentation of teaching practices. Becoming a NBCT is an introspective journey. Many teachers rarely analyze their skills until they have completed the process. National Board Certification is an opportunity to affirm to yourself, your students and your community that you are indeed an accomplished, exceptional professional teacher.

*"There is nothing more professionally rewarding than the day that I received word that I achieved National Board Certification. Between the tears, the hoorahs, and having my eight-year-old students hug me and cheer 'You passed the big test!' – that's what it was all about! I shared that with kids, and it was one of the most rewarding professional experiences I ever had."*

*Kathy Christy, East Montpelier Elementary*

## **REQUIRED MATERIALS FOR VERMONT CANDIDATE SUPPORT APPLICATION**

To ensure financial support, the following must be submitted by the applicant to the address below **before** completing the National Board for Professional Teaching Standards on-line application:

- **Application Form**
- **Current Resume**
- **Administrator-Candidate Agreement Form**
- **Reflective Essay:** Write a 1 page essay that describes how your teaching exemplifies the Five Core Propositions of accomplished teaching that are at the heart of the National Board for Professional Teaching Standards. The Five Core Propositions are:
  1. Teachers are committed to students and their learning.
  2. Teachers know the subjects they teach, and how to teach those subjects to students.
  3. Teachers are responsible for managing and monitoring student learning.
  4. Teachers think systematically about their practice and learn from experience.
  5. Teachers are members of learning communities.

### **Return all application materials to:**

Jenise Nicholson, Vermont NBCT Program Administrator  
Licensing Office  
Vermont Department of Education  
120 State Street  
Montpelier, VT 05620-2501

### **What Happens Next?**

1. After receiving confirmation of receipt of application, complete the NBPTS online application found at <http://www.nbpts.org>. Be prepared to pay the \$65 fee with a credit or debit card. Print two copies of your acceptance letter from the NBPTS. Keep one for your files and send one to the Vermont NBCT Program Administrator.

**As soon as you have registered with NBPTS, you can begin to work on your portfolio. You do not need to wait for the material to be shipped to you by mail. Everything you need is available on the Web site.**

2. Arrange for the immediate payment of the school district portion of the application fee to be sent to the NBPTS. (See below).
3. Once the NBPTS receives the initial payment, they will send you your portfolio materials and eligibility forms.

**2009-2010**

**VERMONT APPLICATION FOR NATIONAL BOARD CANDIDATE SUPPORT**

**Name** \_\_\_\_\_ **Social Security #** \_\_\_\_\_

**Home Address** \_\_\_\_\_ **Phone #** \_\_\_\_\_

\_\_\_\_\_

**Home e-mail** \_\_\_\_\_

**School** \_\_\_\_\_ **Phone #** \_\_\_\_\_

**School Address** \_\_\_\_\_

\_\_\_\_\_

**School e-mail** \_\_\_\_\_

**Current teaching assignment** \_\_\_\_\_ **# yrs teaching experience** \_\_\_\_\_

**Certificate for which you are applying** \_\_\_\_\_

**School year in which you are applying** \_\_\_\_\_

**Which e-mail do you use most often?** \_\_\_\_\_ **home** \_\_\_\_\_ **school** \_\_\_\_\_ **do not use e-mail**

*Optional: Are you a VT-NEA member?* \_\_\_\_\_ *yes* \_\_\_\_\_ *no*

**Statement of Assurance.** (Read and sign below.)

I agree to enter into this process with the enthusiasm and energy to make a commitment to complete the process. I understand that the total cost of seeking National Board Certification is \$2565, and that I am responsible for the registration fee of \$65, securing the initial payment of \$500 from my school district (or paying the registration fee personally), and for applying for an NBPTS Scholarship. The Vermont Department of Education (VTDOE) will arrange for payment of the balance of my fees through Vermont state funding and the federal NBPTS Candidate Subsidy Program. If I drop out of the program prior to my portfolio due date, I understand that I must notify the VTDOE and the NBPTS in writing. I further acknowledge that if I do not complete the process and do not notify the NBPTS of this before the portfolio due date, then I am responsible for reimbursing all fees paid on my behalf by my school district, the State of Vermont, and the federal Candidate Subsidy Program.

**Signed** \_\_\_\_\_ **Date** \_\_\_\_\_

Send this form and application materials to:

Jenise Nicholson, Vermont NBCT Program Administrator  
Licensing Office  
Vermont Department of Education  
120 State Street  
Montpelier, VT 05620-2501

**2009-2010**  
**ADMINISTRATOR/CANDIDATE AGREEMENT**  
**NATIONAL BOARD CERTIFICATION**

I fully support the candidacy of \_\_\_\_\_, a teacher in my school/supervisory union, for National Board Certification. I understand the commitment that this teacher is making, and pledge to support him/her in pursuit of National Board Certification. To that end, I agree to provide the following measures of support:

- \$500 nonrefundable deposit payment to the NBPTS (which does not includes the \$65 application fee to be paid by the candidate)
- 3-4 professional release days to complete the portfolio and/or take the assessment center exercises
- access to quality video camcorder equipment

If the teacher/candidate withdraws from the process, he/she will be responsible for repayment of the nonrefundable portion of the deposit paid by the school.

\_\_\_\_\_  
Principal

\_\_\_\_\_  
Date

\_\_\_\_\_  
Superintendent

\_\_\_\_\_  
Date

I understand that my principal and my superintendent will support my candidacy in the manner outlined above. In exchange for this support, I agree to repay the nonrefundable portion of the deposit to my school if I should withdraw from the process, or if I should resign my position within two years of completing the process.

\_\_\_\_\_  
Teacher Candidate

\_\_\_\_\_  
Date